



## IT Business Matchmaking Event Registration

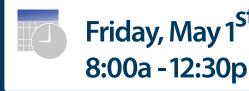
## Registration Closes April 26, 2015 Space is limited so registration may close early!

• Please fill out this electronic registration form.

Company Name

- Each registered attendee will have the opportunity to be included in the "Business Matchmaking" sessions. Each attendee may submit a preference of four (4) of VITA's major suppliers. We will make a best effort to book sessions based on your selection within scheduling constraints.
- Email the completed electronic form to **Tongela.Wright@sbsd.virginia.gov** to reserve your seat.
- Your **registration** is **not finalized** until the payment is received by our agency. Registration confirmation will be emailed to you once the process is completed.
- Cancellations/Changes and Refunds: Fees will be refunded if cancellation is received in writing no later than April 28, 2015. After that date, fees are non-refundable. Refunds will be processed after the conference. Substitutions are allowed at no charge.
- Please contact Tongela Wright at 804-371-8215 or email to Tongela.Wright@sbsd.virginia.gov.

Company Name _							
Company Address							
Is your firm certified	as a Micro Business by	the Department	of Small B	Business and Su	ipplier Diversity?	Yes	No
SWaM Certification		Contact Phone#					
Attendee	Attendee		VITA Supplier Preference (see attached grid for deta				
Name	Email		1st	2nd	3rd	4th	
for credit accuracy, please provide:		Ch	Check (\$35.00 per attendee) payable to: <i>Treasurer of Virginia</i> .				
Check Number			Registration confirmation/receipt will be emailed to you.				
Payer Name		Со	Contact Email				



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